

**Board of Selectmen**  
 Extension 109  
**Town Administrator**  
 Extension 109  
**Town Accountant**  
 Extension 120  
**Town Clerk**  
 Extension 114  
**Tax Collector**  
 Extension 113  
**Treasurer**  
 Extension 112 or 110  
**Board of Assessors**  
 Extension 111  
**Land Use Office**  
 Extension 117  
**Planning Board**  
 Extension 121  
**Conservation Commission**  
 Extension 115



## TOWN OF ASHBURNHAM

Town Hall, 32 Main Street  
 Ashburnham, Massachusetts 01430

OFFICE OF THE TOWN ADMINISTRATOR

Animal Control  
 Board of Health  
 Building Commission  
 Conservation Commission  
 Council on Aging  
 Cultural Council  
 Electrical Inspector  
 Gas & Plumbing Inspector  
 Historical Commission  
 Municipal Planning  
 Parks & Recreation  
 Planning Board  
 Zoning Board of Appeals

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# TOWN ADMINISTRATOR'S REPORT

## November 19, 2012

Town Administrator's reports are available on line at <http://www.ashburnham-ma.gov>

### TOWN COMMITTEES

Currently there are (2) openings on the Conservation Commission, (2) on the Council on Aging Board, (1) on the Capital Planning Committee, (1) Advisory Board, (1) Parks and Recreation, and (1) on the Board of Assessors. These are listed on the Town's website under Volunteer Opportunities. Also, we are looking for interested parties to serve on the Cable Advisory Board.

### WATER

With a balance of close to \$210,000 the commission has voted to do the following change orders, as quoted by Tighe & Bond: This is "USDA grant" money that if not spent would go back to the federal government.

1. Install variable speed drive ( VSD) on pumps at treatment plant	\$60,000
2. Install pressure transmitter on discharge line to treatment plant	\$ 5,000
3. Change tank level communications to a digital transmission	\$20,000
4. Install security measures (cameras, lights, etc.)	\$90,000
5. Add mixing system to Gardner Hill tank	<u>\$35,000</u>
Total	\$210,000

Water Commissioners also voted to authorize Tighe Bond to do transient dynamic analysis with the system model that they have built. This will allow us to run different scenarios with valves and identify any system response.

### ACCOUNTANT

We have received 6 applicants for the position. Sylvia has set up Interviews with the top three candidates to be held on Monday, November 26<sup>th</sup>.

## **CONSERVATION AGENT**

I have issued an offer letter to Maureen Pollock for the position of Conservation Agent per the recommendation of the Conservation Commission. Projected start date of December 4, 2012. Ms. Pollock was chosen out of a field of eight candidates. Maureen is completing her dual masters degree in Landscape Architecture and Regional Planning from U-mass Amherst.

## **AWRSD NEGOTIATIONS**

I met with the negotiation team on Wednesday the 7<sup>th</sup> of November. The Committee has set up a series of preliminary meetings to develop a strategy for bargaining with the AWTa.

## **DPW**

GCG our engineering firm has contacted the Mass DOT to review the status of the engineering on RT101 South.

Steve Nims, Jim Whitney, Leo Collette and I met with Mayor Hawke and Dane Arnold from Gardner about communication issues relating to the sewer pumping station operations. Gardner is looking to end our relationship and we are interested in seeking alternatives to Gardner. I have already open discussion with USDA as a funding source and enlisted Senator Brewer support.

The DPW is applying for monies from the "Sewer Rate relief Fund" the Water and Sewer Commissioners have signed and I need the BOS to also sign. These are State funds set aside to help relieve the burden of debt service on municipal sewer systems. This is the first time since 2009 that the state has funded this program.

## **TOWN HALL**

New basement windows as voted at annual town meeting, have been installed

## **CODE RED**

Chief Barrett and I met with representatives from Code Red which is a privatized version of reverse 911. Total yearly cost is \$4,400 for unlimited use. Chief Barrett is looking at other vendor options prior to proceeding.

## **FIBER**

Fiber has been installed from the PSB to DPW, Town Hall, and Library. A meeting to identify next steps will be held Tuesday November 20<sup>th</sup> with Guardian Technologies

## **FY14 BUDGET**

Departments have received their budget sheets for FY14 with the initial response due on November 28<sup>th</sup>.

## **PILOT**

Working on a Pilot agreement with a company called **ten K energy** for a 3 MW facility. Proposal is for \$25,000 per MW per year for 20 years for the first 2MW and \$7,000 per year for the third..

## **LIGHTNING STRIKES – INSURANCE CLAIMS**

Lightning strike at new Water Tank - August 4, 2012

- Invoices submitted \$2,995
- Insurance paid \$ 495 (less \$2,500 deductible)

Lightning strike at Public Safety Building – August 16, 2012

- Invoices submitted \$22,113.64
- Insurance paid \$19,613.64 (less \$2,500 deductible)

## **VMS BUILDING**

The Hazardous Material (Asbestos) inspection is completed and we are awaiting the results.

The North Country Sustainability Group will be out of the building by November 30<sup>th</sup> which is the end of their lease with the Town and at that time we will winterize the building.

## **OLD FIRE STATION**

Appraisal from Central mass Appraisal should be to me by Wednesday November 21<sup>st</sup>. RFP due date is November 28<sup>th</sup>.

## **WINTER PARKING BAN**

The Winter Parking Ban is now in effect as of November 15, 2012. This is in accordance with Section 5-5 of the Ashburnham General Bylaws – “No All Night Parking (Winter Season)”

Parking on any street is only allowed for a period of time no longer than one hour between the hours of 12:00 midnight and 5:00 a.m. from November 15<sup>th</sup> to April 1<sup>st</sup>. There is a fine of \$50.00 per offense.

## **PARKS & RECREATION COMMITTEE EVENT**

The Parks & Rec Committee is scheduling a Holiday Tree Lighting event on Friday, November 30<sup>th</sup>. They will also be collecting toys to be distributed to needy families in Town at this event.